

Faculty of Arts & Sciences
February 6th, 2024, 3:30 – 5:00 pm
McGlothlin-Street 20 and Zoom

Zoom link:

<https://cwm.zoom.us/j/93049097892?pwd=UGlrVmxzbW93TVBYVjVhc1FoRDVBdz09>

Meeting ID: 930 4909 7892

Passcode: 123456

- I. Approval of minutes from meeting on December 5th
 - Minutes approved by unanimous consent
- II. New registration system coming in spring, 2024 (Cory Springer)
 - A. Three years ago, the course registration system failed, so W&M is switching to a new course registration system called Courseleaf's Path.
 - B. The system offers new procedures and new features and considerations.
 1. New procedures
 - a. Students will have 4-5 days to look at the course offerings before using a shopping cart to prioritize the different courses they want or need.
 - b. Carts will open and students will look at a static schedule. No classes can be added or cancelled while the students are "shopping." Their carts then close.
 - c. During the next two weeks, Courseleaf will choose the best possible schedule according to social class and students' chosen priorities. The Registrar's Office will communicate with departments during that time.
 - d. The registration optimization period then gets pushed to Banner and students will see their course schedule. Then they will adjust their schedules as usual.
 2. New features and considerations
 - a. Students will be stressed at first because they won't know their schedules for two weeks as Courseleaf's algorithm builds it.
 - b. Students no longer need to wake at 6:30 AM for their registration slot.
 - c. Everyone will pick courses on the same day at the same time. The company's algorithms will separate out the seniors, juniors, etc.
 - d. There will be a built-in waitlist for all A&S courses except those with co-requisites or requiring Instructor Permission.
 - 1) Courseleaf's algorithm will fill courses from the waitlists according to student chosen priorities.
 - 2) If you have a waitlist-eligible course, you will have a waitlist. Advisors will help prioritize students' courses.

- e. This will likely not happen this time but in the future, we'll be able to manage stress better for better outcomes.

3. Questions and answers

- a. When a course is restricted to majors or non-majors, it needs instructor permission. How is this handled?
Answer: During the reg optimization period, the Registrar's Office will have tiered enrollment or temporary restrictions.
- b. What happens to maximum capacity overrides?
Answer: MAX CAPS overrides will not be used because of the waitlist function.
- c. Can we prioritize majors but also let others in?
Answer: Yes, this can happen during the schedule adjustment period and the student will be informed.
- d. If a course is canceled after carts are built, do students just go to next course they have prioritized?
Answer: No, courses will not be added or cancelled during the shopping period. There will be two brief times department chairs can adjust the courses and students will have to adjust schedules during add/drop as they do now.
- e. What if a senior major needs to add a course 48 hours before the end of add/drop? Are there are options available?
Answer: We should let waitlist play out because we have until August to get graduating seniors off the waitlist. Summer 2024 will be informative.
- f. How do students prioritize? How are electives handled if students have choices?
Answer: Carts can be specified to allow for any section of a course or a particular section of a course. Students will be encouraged to prioritize carts thoughtfully because there are no ways to rescue people at the last minute.
We are working on a policy at the dean's level to help departments, programs, and students, but we should all encourage students to be patient in the course sorting period.
- g. Will the data be available for departments to know the demand on courses and sections? Will Path allow tracking of DEI and student groups? Please make as much data available as possible.
Answer: Eventually, these data will be available, but maybe not this spring.
- h. Will we know enough to know if we need a new section?
Answer: Maybe not now but the dean's office will communicate with students and departments. We will learn the stresses. The Registrar's Office is interested in feedback and questions and how to best get information to faculty.

III. Report from the Dean (Suzanne Raitt)

A. Welcome

- 1. Eric Despard is welcomed as the new Executive Director for the Arts. Eric will build W&M as a regional or national venue.

2. Tarikul Islam is welcomed as the Sr. Associate Dean for Finance and Administration. We are fortunate to have him in this position and thank Sherri Powers for her assistance in the transition.
3. Rich Lowry is welcomed as the new Vice-Dean of Arts and Humanities. Suzanne thanks Rich and Janice Zeman.
4. Tray Mayo is welcomed as the Assistant Dean of Graduate Studies and Carrie Plow is welcomed to Advancement. Suzanne is excited to work with them.

B. Events this week and in the near future.

1. The BOV is in town on Thursday and Friday. Suzanne encourages faculty to attend. The schedule is on the webpage.
2. Faculty are encouraged to attend Charter Day ceremonies. Claire McKinney GWSW received Jefferson Teaching Award. Jefferson Awards and the Plumeri Awards were announced. Congratulations to all.
3. Activity in campus buildings. Suzanne asks faculty to imagine being a student in buildings with many faculty present and those with few present. There is a disconnect between faculty dedication to students in class and in their labs and presence in their offices. It might not be good for students or colleagues to have buildings without full offices.
4. Wanjiru Mbure announces a Day of Inclusion to be hosted soon featuring films and speakers, one of whom is a rising star from the Class of 2015.
5. Suzanne announces there will be opportunities on campus to discuss events in the Middle East. Wanjiru, Theresa Longo, and several faculty are working on events for constructive dialog.

C. Dean's Office Priorities

1. Faculty searches are ongoing
2. Teaching Faculty Framework
 - a. The committee has produced a report for merit and performance assessment which is being discussed with the Dean Team and it will be considered for a FAS vote in March.
 - b. Carrie Nee will review for policy and operational changes.
3. The Writing Resources Center is now the Writing and Communication Center. Suzanne thanks Lori Jacobson and many others who worked on that change.
4. We are in the middle of a SACCOG reaccreditation process. Ben Boone and Matt Smith are instrumental to that review. Matt will be at FAS in March to describe the process.
5. The W&M Office of Internal Audit is reviewing internal business practices and will interview 8-10 leaders of A&S units to learn how well A&S and units are working together. We are interested in whether our practices are as efficient and practical as they could be. Faculty are reminded to use interview time well to convey information.

6. Sue Peterson is working on special project to evaluate teaching to make sure it's equitable and accurate.
7. Practices and policies in Ewell are under review.
8. A revised RPT memo is being addressed by the committee.
9. Suzanne congratulates four units who have completed external reviews this spring.
10. Transition planning by the units forming the new school continues as does the search for the new dean. A proposal for SCHEV for the new school has been created. A&S will be involved in the discussions of structure.
11. The call for TTE and TF hires will go out in one month.
12. Committee on Academic Status is moving to Dean A&S office. Additional information is forthcoming.

D. Future of A&S Committee report – Co-Chairs Hannah Rosen and Matthias Leu

1. Committee members are introduced. TTE Josh Erlich, Cathy Forestell, Anya Hogoboom, Tom Linneman, Leah Shaw, Andrew Tobolosky. TF Michael Gaynes, Rebecca Sterling, Terrell Taylor. Staff/Administrative Lori Jacobson, Marla Jones, AJ Joseph. Undergraduate Sydney Thayer. Graduate Taylor Trippett Callaway.
2. The committee's charge is presented: Collect ideas and perspective from faculty, staff, students, across A&S about several questions.
3. Do we want to be a college? Do we want a vision or mission statement? How representative, effective, and efficient are our operational structures? How could they be improved? How representative, effective, and efficient are our governmental structures? How could they be improved? Would A&S benefit from internal restructuring? If so, what should the new structure look like?
4. Our job is to collect information, not make decisions
5. Our next step is to speak to people and look to other schools' models. We are collecting data on peer institutions and other public univ in VA. We will compile data in a useful way. At mid-semester there will be a A&S survey for students, fac, and staff.
6. Anonymous feedback may be collected on a website.
7. Suzanne thanks Matthias and Hannah and encourages other faculty to lead committees.

IV. Report on faculty handbook revision (Jack Martin)

- A. Adam Gershowitz explains the process and what parts the committee will tackle and which it won't.
 1. The Handbook has three sections: Statements on rights, responsibilities, and academic freedom, section on organization, and a section on policies. The committee is not reviewing rights, only organization and policies.
 2. We've met with all schools and sent out a survey. We will then make suggested revisions.

- a. Faculty may worry about an unelected group changing the Handbook. We will consult with FAC and FA and send any changes to PPC who sends it back to the FA.
- b. The committee will not be able to change anything on its own.

B. Questions and answers

Do you imagine significant revisions or updating?

Answer: Adam says that some rewriting, but only small changes to certain sections. It's a bad idea to have a policy somewhere and redescribe the policy in a different document because it leads to inconsistencies.

IV. EPC Motion on behalf of Global Studies (Christy Porter)

A. Proposal: The Global Studies concentration currently known as Russian and Post-Soviet Studies (RPSS) will be changed to Russian, East European, and Eurasian Studies (REES).

B. Rationale for the motion:

1. Global studies requests a change from Russian and Post-Soviet Studies (RPSS) to Russian, East European, and Eurasian Studies (REES). The term "Post-Soviet" in the current name doesn't correspond to the new realities in the region. Moreover, it perpetuates the imperialist, Russia-centered vision of the region.
2. Russian, East European and Eurasian Studies us a common name for similar programs in our field, including the name of the major professional organization. We are not changing anything else in the program. All major and minor requirements will remain the same.

C. Questions and discussion

1. How will this change relate to European Studies?
Answer: Global Studies feels this is a vital question and has consulted with our colleagues. European Studies doesn't cover most of the region covered in this proposal. Secondly, most universities have already moved to this appellation.
2. When was this post-Soviet name created?
Answer: Most scholars put it at 1991.
3. Motion is passed by acclamation.

VI. February Elections (Tyler Meldrum, N&E)

- PPC-PRC Area 1
Catherine Levesque (Art & Art History)
Laurie Wolf (Theatre & Dance)
- PPC-PRC Area 2
John McGlennon (Govt.)
Michelle Lelievre (Anthropology/American Studies)
- FA Area 1
Len Neighbors (Speech & Debate)

Stephen Sheehi (MLL)

- FA Area 2
John Lombardi (Govt)
Alan Kennedy (Public Policy)
- CFAPP Area 1 (there are two openings, the two people with the most votes will win)
Leah Glenn (Theatre & Dance)
Matthew Haug (Phil)
John Lee (Art and Art History)
Anne Rasmussen (Music)
- CFAPP Area 2
Paul Kieffaber (Psych)
Harish Sheshagira Rao (Govt.) The ballot will be sent and open until next Tuesday at 5 PM.

V. Vote on revisions to recent A&S merit procedures on behalf of FAC (Suzanne Raitt)

A. The proposed revisions to the merit policy include additional DEI considerations.

1. Main changes presented for a vote today are from FAC and specify that anyone who will be participating in a merit review of one or more colleagues must consult available resources to strengthen DEI considerations. Training will be provided by A&S.
2. Information has been added on the appeals process. Faculty may initiate an internal or external appeal. That appeal process must be completed before another vote. Each department must specify its own appeals process. External appeal processes is the same for all units.
3. All other items remain the same.

B. Questions and discussion

1. A question is raised about the two rationales for appeal, equity or bias or misinterpretation of evidence. If it's a misunderstanding of evidence, why does this require the input of the Associate dean of DEI?
Answer: Suzanne says that the DEI has to be involved whether misunderstanding or bias is raised to make sure there is more than one person handling the appeal. Wanjiru is added to allows a second set of eyes to review by someone outside the unit whether or whether not there is bias. It's anticipated that one may be allowed to do an internal review.
2. A question is asked if this document is policy.
Answer: Suzanne says yes. Maria had said our policies were not consistent or fair and asked all units conform to it, but faculty weren't considered or permitted to vote on it. It wasn't appropriate to consider policy not considered by faculty. This gives us opportunity to improve and vote and incorporate into the Manual.
3. A question is posed about whether units need to track merit reviews over years?
Answer: Suzanne affirms that data is tracked in the dean's office and units could also track.

4. A question is raised regarding whether these policies apply to TF given there is a document forthcoming from the TF Committee.

Answer: There is a document on its way from the TF Committee, but these policies apply to TF faculty.

5. The question is called and proceeds to a vote.

The motion passes with 84% in favor, 8% not in favor, and 8% abstaining.

VI. Report from Faculty Assembly (Josh Burk)

A. FA has been working on the faculty's role as we transition to the new school, the new Handbook revisions, and key performance faculty indicators for the BOV.

B. Agenda for the last FA meeting has a long list of items to work including retirement incentives and a faculty survey which is forthcoming. Suzanne asks for additional information on retirement incentives. David Feldman has been working on appropriate retirement mechanisms and incentives but is not able to be heard.

VII. Report from FAC (J.C. Poutsma)

A. FAC has been working to get the merit guidelines finalized and the updated TF framework.

B. JC suggests faculty reach out to the FAC if they have recommendations for them or for the dean. We are open to hearing from faculty and faculty are invited to keep doing that. We are happy to help in any way we can. JC will send out an email address to reach FAC.

VIII. New Business – none

IX. Adjourn